

Parent Manual 2011





elcome parents, guardians and Campers to Wylie Wave Summer Day Camp brought to you by the City of Wylie Parks and Recreation Department! We are now in our **12th year** of offering day Campers a variety of games, arts and crafts, field trips and guest speakers.

We encourage you to take advantage of **[Online Registration!](#)**

www.wylietexas.gov > Departments > Parks & Rec >

click on

[Activity and Course Registration.](#)

Please review this Parent Manual for important **registration updates** and information about Camp. If you have questions or need assistance at any time, please contact the [Wylie Recreation Center](#) **972-516-6360** or email recreation@wylietexas.gov.

For weekly Parent Newsletters, field trip schedules and more, please visit www.wylietexas.gov > Departments > Parks & Rec >

Also, look for information about specialized camps offered at the new [Recreation Center](#), NOW OPEN!

Thank you!
Annika Sacco
Recreation Programmer

Philosophy

We foster trust, confidence, creativity, social skills, respect for self and others, a positive sense of community and constructive peer friendships. Above all, we emphasize learning through play.



24/7 Parent Manual

Review the Wylie Wave Summer Day Camp Parent Manual online anytime!

www.wylietexas.gov > Departments > Parks & Rec >

Printed copies by request only,
recreation@wylietexas.gov



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Wylie Wave Summer Day Camp is brought to you by
the [City of Wylie](http://www.cityofwylie.org)
[Parks and Recreation Department](http://www.cityofwylie.org/ParksandRecreation).

Online

www.wylietexas.gov > Departments > Parks & Rec >

Contacts

[Wylie Recreation Center](http://www.wylietexas.gov/ParksandRecreation)

300 Country Club Road
Building 200

Monday - Friday, 5 am – 10 pm

Saturday, 8 am – 8 pm

Sunday, 12 pm – 8 pm

972-516-6360

recreation@wylietexas.gov

Camp Site

Once Camp begins, you may contact
Employees at the Camp site

469-853-5887

The information contained herein is
subject to update and change as needed
without notice. The published version
[online](http://www.wylietexas.gov) with latest revision date is current
and applicable.



About Wylie Wave Summer Day Camp

We strive to provide a nurturing day camp experience where Campers gain confidence, learn to make decisions, and engage the imagination. Camp offers a valuable life experience and opportunity for Campers to develop skills they never knew they had while capturing their interest and presenting new challenges.

Wave is the perfect place for kids to be kids! Campers enjoy sports, indoor and outdoor games, arts and crafts, swimming, guest speakers and field trips.

**A summer
of fun
for only \$1.64
per hour!**

General Information

Dates and Times

Monday – Friday
7:00 am – 6:00 pm
June 13 – August 5, 2011
*no camp July 4

Location

Dodd Elementary
1500 Park Boulevard

Eligibility

Wylie Residents and Wylie ISD students

age 6 – 10

(Check out our NEW **Tween**

Scene field trip based program for ages 11 – 13.)

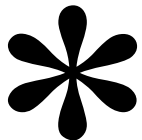
**Sign each
camper
in and out
daily.**

Registration

Registration is accepted on a first-come, first-serve basis.

Registration must be complete and balances must be paid in full to hold a participant's spot in any City of Wylie Recreation activity.

If the maximum number of Campers is reached for any week, a waitlist is available.



Early Bird Online Registration

(subject to convenience fees)
Monday, April 18 at 9 am
– Sunday, May 1, 2011
15% OFF Regular Tuition!

Regular Tuition Registration

Monday, May 2, 2011 at 9 am
until filled

[Register](#) at least 3 days prior to the start date each week (through Friday for camp the following week)
\$90 per week

After Friday.....
\$100 per week

Tuition will not be prorated.

Register Online

www.wylietexas.gov > [Departments > Parks & Rec >](#) click on [Activity and Course Registration](#).

Online registration available at a rate of \$90 per week until Friday 11:59 pm for camp starting the following Monday. After that time, the registration fee is \$100 per week.

A **convenience fee** will be assessed by ActiveNet for all online transactions.

Credit Card accepted online.

Register In-Person

Register at [Wylie Recreation Center](#), see section **Contacts**.

In-person during business hours only – **drop off registrations will not be accepted.**

Once Camp has begun registration may be accepted at the camp site.

Cash, check and credit card accepted in-person.

Please make checks payable to the **City of Wylie**.



Withdrawals

Registration spots are limited. Contact us as soon as possible if your Camper is unable to attend a registered week so that a child from the waitlist may be given the opportunity to attend camp.

All withdrawals must be made via written letter or [email](#), addressed to camp Employees, see section **Contacts**.

Refund Policy

A registered Camper may be withdrawn and receive a full credit or refund through the first day of camp each week. Withdraw requests made during or after the second day of camp each week forfeits any credit or refund.

Employees

All Camp Employees are trained in CPR and First Aid. All Camp Employees must pass a criminal background check and drug screen prior to working for the City of Wylie. Summer Day Camp training is required of all Camp Employees.

We maintain a ratio of **1 Employee to 15 Campers**.

Swim ratios vary by individual pool location and age group.

Employees may not accept gifts, babysit, or otherwise socialize with Campers outside of the camp.

Volunteers

Volunteers may be used at Employee discretion for field trips. All volunteers must be at least 18 years of age, pass a criminal background check and complete required paperwork at least 2 weeks prior to the scheduled trip, see section **Contacts**.

Campership Scholarship

One Day Scholarship Registration

April 16, 2011

Tickets available, 8:00 – 8:30 am

Drawing of tickets for positions, 8:30 am until filled

[Wylie Recreation Center](#), 300 Country Club Road Bld. 200

Limited financial assistance is available to qualifying Campers by random drawing at the One Day registration. One ticket issued upon arrival per child. Must have proof of qualification for State or Federal assistance: Free or Reduced Lunch program, Food Stamps, Medicaid, WIC, foster care/ward of state or TANF per child to receive a ticket.

Scholarship applicants must provide at registration:

- Proof of Wylie residency with a City of Wylie utility bill or proof of enrollment in Wylie ISD
- Proof of qualification for State or Federal assistance: Free or Reduced Lunch program, Food Stamps, Medicaid, WIC, foster care/ward of state or TANF
- **Payment in full for each week of enrollment is required at registration. We do not hold spots for any camp registrant. Payment in full is required per Camper per each week registered at the time of registration.**

Campership Tuition

- \$10 per week Free Lunch Program participants
- \$15 per week Reduced Lunch Program participants
- Others determined by consultation with Employees, not to exceed \$25 per week.

Failure to attend at least 3 days of camp may result in dismissal.

Late Pick Up Fees

Camp Employees maintain the official clock to determine late charges.

The Camp **CLOSES** each day at 6:00 pm.

Campers will never be left alone, however if a Camper is not picked up, and the parent, legal guardian nor emergency contacts may be reached by phone, the Wylie Police Department may be contacted.

An additional fee will be assessed for late pick ups as follows and must be paid at pick up.

6:00 pm – 6:15 pm	\$15
6:16 pm – 6:30 pm	\$30
6:31 pm – 6:45 pm	\$45
6:46 pm – 7:00 pm	\$60

If a Camper is picked up late more than four times, they will be dismissed from the Camp.



Authorized Pick Up

Campers will only be released to people indicated as an **Authorized Pick Up** on the Primary family member's account and any adult family member on the Family Account.

A valid driver's license number is required for anyone on the **Authorized Pick Up** list, including parents and legal guardians.

Changes or additions to the **Authorized Pick Up** list on a Camper's account must be made via change form.

At pick up, all persons authorized including parents and guardians must present their valid driver's license and sign the Camper out.

In the event of an **emergency**, a phone call to one of the Recreation Programmers or Recreation Manager followed by an [email](mailto:recreation@wylitexas.gov) sent to recreation@wylitexas.gov is acceptable, and must include the authorized person's name, driver's license number, and contact information.

Campers that walk or ride their bicycle to and from camp must have a current **Camper Self Sign In / Sign Out Form** on file. These Campers must sign themselves out with their group leader at the designated time.

Visitors

Only persons indicated on the **Authorized Pick Up** list are permitted at the check in/check out desk.

Visitors will not be allowed access to any camp area.

See also section **Employees > Volunteers**.

Daily Schedule

7 am	Check in & Drop off Activities
8:30 am	Snack & Announcements
9:00 am	Group Activities
11:30 am	Lunch
12:30 pm	Group Activities
3:45 pm	Snack
4:15 pm	Group Activities
5 pm	Pick up Activities & dismissal begins

Campers cannot be dropped off before 7:00 am.

Due to field trips and scheduled activities, Campers should generally arrive no later than 9:00 am. Campers should plan on staying at camp until at least 4:00 pm.

Daily schedules may vary by group with little notice. Please refer to the weekly Newsletter and check the Surf Board for updates.

Camp Themes

Week 1	June 13 – 17	Survivor
Week 2	June 20 – 24	Going Green
Week 3	June 27 – July 1	Party in the USA
Week 4	July 5 – July 8	Time Travelers
Week 5	July 11 – 15	Artful Antics
Week 6	July 18 – 22	Symphony of Senses
Week 7	July 25 – 29	Wave's Got Talent
Week 8	August 1 – 5	Space is the Place

Whenever possible activities and fields trips throughout the week coincide with the weekly theme.



Guidelines and Health

Camper Code of Conduct

I CHOOSE to respect all counselors, other Campers, Camp Employees and myself.

I CHOOSE to use kind words and tone of voice, not harsh words, inappropriate language or gestures ... even when I am frustrated or upset.

I CHOOSE to be kind to everyone not to tease, fight or mistreat anyone.

I CHOOSE to respect other people's property, including facilities, grounds and equipment.

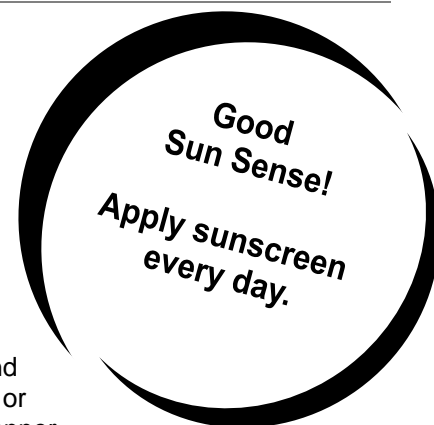
I CHOOSE to keep all areas of the building, the bus and field trips neat by cleaning up after myself at all times.

I CHOOSE to follow all directions and instructions given by my counselors or Camp Employees in a respectful manner.

I CHOOSE to abide by the "buddy system" rule and be with at least one other Camper whenever I leave the group. I will let a counselor know where I am at all times.

I CHOOSE to keep my hands to myself and respect the personal space of others.

I CHOOSE to have FUN while I am at camp!



Discipline

We strive to maintain a fun and laid back atmosphere. At the same time, each Camper's safety is our most important responsibility. In order to maintain a safe and positive atmosphere, Camp Employees are trained to handle discipline in the following manner.

For all minor incidents Camp Employees will use, in order:

- Redirection
- Verbal Warning and reference to Camper Code of Conduct
- Consequences (which may include age appropriate time out or loss of activity time.)

Camp Employees may document incidents on a Behavior Report, requiring the signature of the Camper's parent or guardian. If a Behavior Report is completed, Camp Employees will notify the Camper's parent or guardian via phone.

If the undesirable behavior continues, a Camp Employee may speak with the parent or guardian and Camper together in an effort to find a solution to the problem.

If the number of instances or severity of the behavior warrants, the parent or guardian will be asked to remove the child from Camp. The only refund in this situation will be the registration fees for future registered weeks.



Camper Age Groups

To maintain mandated ratios, age appropriate activities and consistency, Campers will be divided into the following age groups:

- Age 6
- Age 7
- Age 8
- Age 9
- Age 10

Campers must stay with their assigned group at all times. There may be times when some or all age groups may participate in some planned activities together.

Campers age 6 – 8 will only view “G” rated movies.

Personal Items

Please write each Camper’s name on everything, including sunscreen, lunch bags and backpacks.

Leave all valuable and personal belongings (including jewelry) at home.

No electronics (phones, games, mp3 players, etc.) or toys should be brought to camp. They may be lost or damaged. A counselor will keep any non-essential items brought to camp until a parent or guardian claims them.

The City of Wylie is not responsible for personal items on or off site.

Camper Cell Phones

Wylie Summer Camp is a “Camper cell phone free zone.”

Whenever necessary, counselors will assist Campers in making contact with parents.

Campers may not use, display or have in operational mode a paging device, cell phone or telecommunications during camp hours. A counselor will keep Camper cell phones until the end of the day.

The City of Wylie is not responsible for personal items on or off site.

Lost and Found

Items left at camp will be placed in Lost and Found. All items unclaimed as of the last day of camp will be removed, donated or disposed of.

Communication

Camp is most successful if parents and guardians and Camp Employees communicate and cooperate with each other. Parents and guardians are encouraged to discuss situations with Camp supervisors at any time.

A weekly newsletter will be available at the camp site, online and via email. Parents and guardians are expected to read and respond if necessary.

Camp Employees will also maintain an informational Surf Board with general announcements at the camp site.

Field Trips

Campers that attend camp on a field trip day must travel with their assigned group on the scheduled field trip.

Campers must wear camp t-shirts on field trip days.

Campers will stay with an assigned buddy at all times.

We will depart promptly for all field trips.

We will not stop at souvenir shops.

See also section **Employees > Volunteers.**



Food

Parents or guardians are required to send a sack lunch and drink with each Camper each day. If a Camper arrives without food, the parent or guardian will be contacted and expected to bring a lunch for the Camper.

Campers cannot share food.

Please keep current, all food allergies and **Medical Information** on your Camper's account.

Please provide a morning snack for your Camper. An afternoon snack will be provided by the camp Employees each day.

Refrigeration and microwaves are not available.

Campers must leave a bottle of sunscreen at camp for the whole week.

Clothing

Campers must be dressed and groomed in a manner that is clean, neat and that shall not be disruptive or a safety hazard to themselves or others.

Campers **MUST** wear tie-on shoes. Athletic shoes or sneakers are preferred.

OPEN TOED SHOES, FLIP-FLOPS, SANDALS, MULES, WHEELIES, CROC-TYPE SHOES AND BARE FEET ARE NOT ALLOWED.

Children must wear modest clothing that is appropriate for playing outside games. For safety reasons, the parent or guardian will be contacted to bring appropriate attire if needed.

Clothing that depicts violence or is lewd, offensive, vulgar or obscene in nature is prohibited. Clothing that advertises or depicts tobacco products, alcoholic beverages or drugs is prohibited. Undergarments must not be visible.

On swim days, we encourage Campers to arrive at camp with a modest and tasteful swimsuit worn under their clothes to expedite changing and swim preparation time. Shirt, shorts/pants and shoes are still required.

Campers will be given the opportunity to change clothes. If you choose to send a suit, please pack a modest and tasteful swimsuit.

The parent or guardian will be called to bring appropriate swim attire if the Camper arrives without it.

Sunscreen

Because of frequent swimming and outdoor activities, a bottle of **lotion based water-proof sunscreen** must be left with camp Employees for the entire week of camp. Parents and guardians are responsible for providing and refilling sunscreen.

Spray oil sunscreen will not be accepted as it does not provide adequate protection, does not last as long and overspray causes the floor to become slick and unsafe.

Campers may **NOT** share sunscreen.

Please apply sunscreen to each Camper before arriving each day. Campers will apply sunscreen at scheduled intervals throughout the day and as necessary. Refusal to wear sunscreen may result in disciplinary action.

You may also choose to send a white t-shirt with your Camper on swim days for cover-up.

Employees may assist the younger Campers with proper application of sunscreen.



Swimming

Swim days and locations vary. Please review the Surf Board at the camp site for updates.

Each Camper must have the following on swim days:

Required Gear

- Towel
- Sunscreen (will be left with counselors for the week)
- Bathing Suit
- Street clothes and shoes

Recommended Gear

- White t-shirt for cover-up
- Goggles
- Sunglasses
- Swim Shoes

CLOSE TOED SHOES must be worn to camp every day including swim days, see section **Clothing**.

Campers are expected to go to the pool with their group regardless of whether or not they choose to swim.

All Campers must successfully complete a Swim Test before they will be allowed access to deep water.

Pool Rules

The following pool rules are supplemental to camp rules. Additional rules may apply and vary by individual pool location.

- Swimmers must be attired in an appropriate modest bathing suit or trunks.
- All food and drink are restricted to designated areas.
- Chewing gum is prohibited.
- Glass containers are not permitted on the premises.
- No masks, fins, or snorkels are allowed.
- Radios, CD and tape players are prohibited.
- Hard balls or Frisbees are not permitted in the pool or on the deck area.
- Persons with open sores, wounds, or contagious diseases are not allowed to enter the pool area.
- Cut-off shorts are not allowed.
- Only white T-shirts are allowed.
- Only US Coast Guard approved lifejackets and floatation devices provided by the pool (if provided) are allowed.
- Running, pushing, riding on another's shoulders, throwing others across the water, diving from another person's shoulders or hands and rough play is not allowed.
- Abusive or profane language is prohibited.
- Designated entrances and exits to get in or out of the pool must be used.
- Playground areas may be limited by the Camper's height.
- Campers must successfully complete a swim test to use deep water areas, including diving boards.
- Diving is allowed only in designated areas.
- Spectators cannot sit on the side of the pool in diving areas when in use.
- Where available, diving boards are for diving only. No cartwheels, non-standard dives, back dives, sit dives, etc.
- Splashing or talking to guards is not allowed.
- Sitting, standing or hanging onto deck ropes, safety lines, lane ropes, or lifeguard stands is not permitted.
- Do not play on pool ladders.
- Stay in public areas only. Access to mechanical areas, offices, and storage areas is prohibited.



Medication

A supply of medication, not to exceed **one week** may be stored at camp and administered by Camp Employees. **Medication Authorization** must be current on your Camper's account. Notify a Camp Employee immediately of any changes in medication.

All medications (prescription and nonprescription) must be checked in with Camp Employees upon arrival.

Medications requiring refrigeration cannot be accepted.

The parent or legal guardian must agree to allow Camp Employees to dispense medications.

ALL medications (prescription and nonprescription) **MUST** be in the original container.

Prescription medication containers must be labeled with the Camper's name, a date, directions, physician's name and the correct dosage.

Nonprescription medication containers must provide the Camper's name, an expiration date, and the correct dosage. Camp Employees will administer nonprescription medication only as stated on the label.

Camp Employees will ONLY follow the directions on the container.

Camp Employees will not administer expired medications.

Different types of medication may not be in the same container.

Only medication to be taken while the Camper is participating at camp will be accepted.

Medication (prescription and nonprescription) will not be distributed without parent or legal guardian permission.

All medications and equipment must be picked up by the parent or guardian no later than 6:00 pm each Friday.

Medications not picked up will be disposed of.

Medication (prescription and nonprescription) will only be administered by Camp Employees if the established procedures are followed.

Medical, Emergency and Contact Information

Please keep all medical, emergency and contact information current by notifying Camp Employees immediately of any changes.

First Aid

All Camp Employees are trained in CPR, First Aid and camp emergency procedures.

A first aid kit is available at all times.

Camp Employees will administer first aid for any minor injuries (minor cuts, abrasions, etc.)

If the seriousness of the incident warrants, 911 will be called. The parent or guardian will be notified by Camp Employees.

*Please discuss
situations
with camp staff at
any time.*



Communicable Disease

DO NOT send an ill child to camp. If a Camper becomes ill while at camp, the parent or guardian will be notified, and must pick up the Camper immediately.

If Camp Employees have reason to believe that a Camper may have a communicable disease such as flu-like conditions, pink eye, or any other contagious disease the parent or guardian will be contacted. The child must be picked up immediately and a doctor's note will be required before the child may return to camp.

Camp Emergency

Please make sure ALL emergency phone numbers are current. Camp Employees must be able to contact a parent or guardian at ALL times. Paramedics will be called if a Camper requires medical attention and Employees are unable to reach a parent, guardian or an emergency contact.

Statement On Inclusion

The City of Wylie encourages people of all abilities to participate in recreation activities together, and to [register](#) for activities that are of interest to them. We strive to promote activities that will provide a positive, independent recreation experience for everyone. Accommodations are provided based on the individual needs and abilities of each participant that has a disability. If your child has a disability and requires any special accommodations, please contact Recreation Manager, Carmen Powlen, 972-516-6360 or Parks and Recreation Superintendent, Robert Diaz, 972-516-6340 prior to registration.

Summary

Eligibility with proof - Wylie Residents and Wylie ISD students **age 6 – 10**

Campers must be signed in and out each day by a person listed on the Camper's **Authorized Pick Up** list.

Camp hours are 7:00 am to 6:00 pm, Monday through Friday. Do not drop off your Camper before 7:00 am. Late pick ups will result in additional fees and may result in removal from camp.

Frequently check the Surf Board for updates.

A **Medication Authorization** form must be signed weekly in order for Camp Employees to dispense medication to a Camper.

Athletic shoes must be worn to camp each day, including swim days.

Remember to pack each Camper's lunch and a morning snack.

Campers must be appropriately dressed.

Undesirable behaviors will result in disciplinary action.

Campers will not be allowed to attend camp if they have a communicable disease. A doctor's note is required to return to camp.

Leave all valuable and personal belongings at home.

Campers must leave a bottle of sunscreen at camp for the whole week. Campers may not share sunscreen.

Clearly label all belongings such as lunch, clothing, towels, etc.

Communication is KEY – notify Camp Employees immediately of changes in medical, emergency or pick-up information. Don't hesitate to speak with Camp supervisors about any problems or questions you may have.

Wave Summer Day Camp is a "Camper cell phone free zone."

Failure to abide by guidelines outlined within this document may result in the dismissal from camp.



Wylie Parks and Recreation Department

Wylie Wave Summer Day Camp 2011

Medication Authorization



Date Form Completed: _____

Indicate length of time to dispense medication below:

For the week of: _____

For the dates of: _____

When my child displays these behaviors: _____

Child's Name: _____ Child's Age: _____

Leader's Name: _____

Parent's Name: _____

Day/emergency # _____

Medicine Information

Name of Medication: _____

Physician's Name/Phone: _____

Reason for medication: _____

Dosage Prescribed: _____

Time to be administered: _____

Special Instructions: _____

Potential side effects/Warnings associated with medication: _____

Parent/Guardian Signature _____

Date _____

Office Use only

Administering information:

Date/Time medicine administered:

_____	am/pm (circle)
_____	am/pm
_____	am/pm
_____	am/pm
_____	am/pm
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_____	am/pm

Comments/Leader's initials

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
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_____	_____
_____	_____
_____	_____
_____	_____



Wylie Parks and Recreation Department

Wylie Wave Day Camp 2011**Camper Self Sign In / Sign Out Form**

Camper's Name: _____

Parent/Guardian's Name: _____

Home Address: _____

Week _____

Date	Time In	Time Out

I _____ allow my child _____ to walk or ride her/his bike to and/or from camp ONLY at the dates and times listed above and release the City of Wylie of responsibility when my child has signed herself/himself in/out of camp at these days and times.

Parent/Guardian Signature: _____ Date: _____



Wylie Parks and Recreation Department

Wylie Wave Summer Day Camp 2011 Behavior Report



Date: _____ Child's Name: _____ Age: _____

Location of Incident: _____

Description of Incident:

EXAMPLE

Comments and Action taken:

Print/Sign

Wave Leader

Site Supervisor/Recreation Programmer

Parent or Legal Guardian

Email scanned copy of signed Behavior Report to Parent/Guardian? **Yes** / **No**

Email address: _____



Wylie Parks and Recreation Department

Wylie Wave Summer Day Camp 2011 Incident / Accident Report



Date: _____ Time: _____ Location: _____

Person Involved: _____ Age: _____

Address: _____ City: _____ Zip code: _____

Home phone: _____ Work phone: _____

How did incident occur:*

Disposition (called parent, ambulance, etc.)

Name of Employee who assisted: _____

Witnesses/Employee on site:

Name: _____ Address: _____ Ph# _____

Name: _____ Address: _____ Ph# _____

Name: _____ Address: _____ Ph# _____

Person reporting incident: _____

Program Site Supervisor: _____

Recreation Programmer: _____

*If necessary give more details on reverse side.



Wylie Parks and Recreation Department

Wylie Wave Summer Day Camp 2011

Lice Notice



Please check your child(ren)'s head and hair for lice. If you find evidence of a lice infestation, please contact the Program Site Supervisor and your child's closest friends' parents.

Head lice cannot jump or fly but are spread from one person to another by personal contact; through sharing of brushes, combs, hats, scarves & coats, or through co-mingling of these items. Head lice are no larger than the head of a pin and look somewhat like a tiny ant. They are usually found on the hairs of the head, behind the ears and back of the neck. Head lice lay oval white eggs (nits), not to be confused with dandruff which is flaky, or droplets of hair spray, and are attached to the strands of hair. Nits cannot be washed or brushed out of the hair. Regular shampoo will not kill lice. A special medicated shampoo prescribed by your physician or obtained from a pharmacy is needed to kill lice.

Individual Treatment

It is necessary to treat the infested child and all of his/her personal articles. The US Public Health Service does not recommend fumigating or using insecticides in the home.

1. Follow all label directions of the medicated shampoo.
2. Have your child put on clean clothing after being treated.
3. Repeat the treatment in 7-10 days to kill any newly hatched nits.
4. Check all members of the family.

Your child may return to the program as soon as treatment of the medicated shampoo has been applied. Parents must sign the First Treatment Form and return it to the Program Site Supervisor before the child returns to the program. Between 7 to 10 days after initial treatment, you will need to retreat your child. The Second Treatment Form must be signed and returned to the Program Site Supervisor. Ten days after the second treatment the Program Site Supervisor or a Program Leader will reinspect your child's head to determine that a new infestation has not occurred.

For questions call the Program Site Supervisor or Recreation Manager.

Second Treatment

To Site Supervisor

On _____ my child _____ received the second treatment
(date) (child's name)
for lice. The medicated shampoo was _____,
(name of medication)

Parent Signature

First Treatment

To Site Supervisor

On _____ my child _____ received the first treatment
(date) (child's name)
for lice. The medicated shampoo was _____,
(name of medication)

Parent Signature



Wylie Parks and Recreation Department

Wylie Wave Summer Day Camp 2011**Late Pick Up**

Child 's Name _____

Parent's Name _____

Home Address _____



Parent/Guardian Signature	Date /Arrival Time	Reason	*Amt Paid	Employee Initials
1				
2				
3				
4				

If a Camper is picked up late more than four times, they will be removed from the program.

5				
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An additional fee will be assessed for late pick ups as follows and must be paid at pick up.

6:00 pm – 6:15 pm \$15

6:16 pm – 6:30 pm \$30

6:31 pm – 6:45 pm \$45

6:46 pm – 7:00 pm \$60